



Public Service Commission of the District of Columbia

1333 H Street, N.W., 2nd Floor, West Tower
Washington, D.C. 20005
(202) 626-5100

July 30, 2014

Dear Prospective Offerors:

RE: RFP No. PSC-14-08

The Public Service Commission of the District of Columbia ("Commission") invites you to review and respond to Request for Proposal ("RFP") No. PSC-14-08. This RFP may result in the award of a contract for a qualified legal consultant to function as a hearing officer adjudicating complaints from both residential and commercial consumers regarding the provision of local telephone, electric, and natural gas service to District of Columbia consumers consistent with Chapters 3 and 4 of the Commission's rules.

The RFP documents are attached, except for the Commission's Procurement Regulations – 15 DCMR § 2200 *et. seq.* (2000). See instructions provided below to obtain this and other RFP documents. All proposals are due **no later than 4:00 p.m., EDT, Wednesday, August 20, 2014.**

To access the Commission's website: go to www.dcpssc.org (homepage), then click on Contracting and Procurement. Next click on Requests for Proposals, and then click on the RFP for the Public Service Commission of the District of Columbia's Request For Proposal for a Legal Consultant to Function as a Hearing Officer or click on this link <http://www.dcpssc.org/requests/proposals/proposals.shtml>.

Your proposal must disclose in writing any interest or relationship that could affect your impartiality in this proceeding or would create an appearance of partiality or bias. The Commission will evaluate any potential conflicts of interest and will take appropriate measures to address any conflict, potential conflict, or appearance of impropriety.

The Commission will review all proposals submitted and will notify you or your firm, in writing, if your proposal is accepted. The Commission will not pay for work begun without written authorization. Should you require additional contract-related information, please contact me on (202) 626-5145 or jclay@psc.dc.gov.

The Commission looks forward to receiving your proposal. Thank you for your interest.

Sincerely,

Dr. Jesse P. Clay, Jr.
Deputy Executive Director for
Administrative Matters

Enclosures

cc:

Betty Ann Kane, Chairman

Joanne Doddy Fort, Commissioner

Dr. Phylicia Fauntleroy Bowman, Executive Director

Richard Beverly, General Counsel

Christopher Lipscombe, Attorney Advisor/ Contract Administrator